

# Welfare Assistant – Support Staff

## Summary of Terms and Conditions

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<b>Work Base:</b>	Vacancies primarily at the University of Southampton on the Highfield Campus, although you may also be required to work at other sites.
<b>Hours of Work:</b>	All of our contracts for Support Staff posts are offered on a 'zero hours' basis which means we will offer you hours as required
<b>Right to Work:</b>	If you require a visa (such as a Tier 2) to work in the UK, please note that SUSU is NOT a sponsoring organisation and is therefore not able to sponsor you for a visa.
<b>Rate of Pay:</b>	Support Staff Level 2 £9.75 (age under 23) £9.75 (age 23 and over)
<b>Holiday Entitlement:</b>	Pay for accrued holiday entitlement will be based on a pro rata of 28 days leave at 12.07% of earnings. Your accrued holiday entitlement will be identified separately in your payslip
<b>Pension:</b>	The Union will comply with employer pension duties in accordance with Part 1 of the Pensions Act 2008.
<b>Probation period:</b>	There will be a probation period of 6 shifts. Failure to attend, successfully complete training or demonstrate good performance during the specified time period may result in the immediate termination of your contract.